B. Amendment for Funding to Operate the Women, Infants, and Children Program									

# Before the Board of Supervisors County of Placer, State of California

#### In the matter of:

A Resolution regarding amendment 19-10172 A03 with the California Department of Public Health for the operation of the Women, Infants, and Children (WIC) Program.

Resolution No.:

The following Resolution was duly passed by the	e Board of Supervisors of the County of
Placer at a regular meeting held	by the following vote:
Ayes:	
Noes:	
Absent:	
Signed and approved by me after its passage.	
- -	Chair, Board of Supervisors
Attest:	
Clerk of said Board	

WHEREAS Placer County Public Health wishes to receive additional funds from California Department of Public Health for the operation of the Women, Infants, and Children (WIC) Program.

### NOW, THEREFORE, BE IT RESOLVED THAT:

The Director of Health and Human Services is authorized to sign the amendment to Grant Agreement 19-10172 A03 with the California Department of Public Health for the operation of the Women, Infants, and Children (WIC) Program from October 1, 2019 through September 30, 2022 for a maximum amount of \$3,565,882 with Risk Management and County Counsel concurrence, and to sign any associated agreements, subsequent amendments up to \$100,000 and related documents with Risk Management and County Counsel concurrence.

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# State of California—Health and Human Services Agency California Department of Public Health



Date: November 22, 2021

TO: County of Placer

FROM: California Department of Public Health (CDPH)

**SUBJECT**: Contract # 19-10172 A03

Please find the above-referenced Contract Agreement between the California Department of Public Health and County of Placer, attached for your review and signature.

<u>IMPORTANT</u>: The Agreement is an Adobe Acrobat PDF document with "READ ONLY" attributes. Please do not alter this Agreement for any reason. If you encounter any problems or find that a correction is needed, please contact your Contract Manager immediately.

To approve this Agreement, please submit one (1) electronic copy of each document listed below to the following mailbox: <a href="mailto:LocalContracts@cdph.ca.gov">LocalContracts@cdph.ca.gov</a>. Do not mail in hard copies.

- One (1) signed copy of the Standard Agreement Amendment (STD 213A). This document can be signed electronically or physically signed, scanned and returned via email.
- One (1) signed copy of the Board Resolution/Order/Motion, ordinance or other similar document authorizing execution of the Agreement.
- One (1) signed copy of the Contractor's current insurance policy certificates and endorsements.

In an effort to expedite this Contract Agreement through the approval process, we request that the items listed above be returned no later than **December 13, 2021**, in order to avoid disruption in services. Failure to sign and submit the required forms by the date indicated will result in delayed approval of your Agreement.

Please contact your Contract Manager if you have any questions or will need additional time to return the signed documents.





County of Placer Page 2 November 22, 2021

Thank you,

## Local Agency Contracts Unit

Attachments

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- II. Certain changes made in this amendment are displayed as follows: Text additions are displayed in **bold and underline**. Text deletions are displayed with a strike through the text (i.e., Strike).
- III. Revised Exhibit A, Scope of Work, Provision 7.A.12) to include the following:
  - e) Continuous Time Reporting Books for Kids Program (if applicable)

    The Contractor shall adhere to all fiscal procedures required for Books for Kids restricted funds and keep continuous time reports for all dual funded positions performing Books for Kids related duties as outlined in Exhibit A, Provision 7.A.27).
- IV. Revised Exhibit A, Scope of Work, Provision 7.A. to include the following:
  - 27) Books for Kids Program (only applies to the Contractor that receives funds for this service)

The Contractor will assure that the funding is spent on books for WIC participants 0-5 years old. Local agencies may subcontract the activity to another entity to purchase and distribute books for eligible WIC participants only. When subcontracting to another entity, data must be obtained and made available that identifies the number of WIC participants who receive the books and the number of books distributed by language.

- V. Revised Exhibit B, Budget Detail and Payment Provisions, Provision 1.E. as follows:
  - E. Amounts Payable

The amounts payable under this agreement shall not exceed: \$3,499,967.00 \$3,565,882.00

Year 3 Checks/Balances \$

#### Exhibit B, Attachment I Budget Detail Worksheet October 1, 2019 - September 30, 2022

							l ,	ear 1	,	Year 2	Year 3								
								9 - 9/30/2020		20 - 9/30/2021							1		
Personnel	Exhibit A	Exhibit A	Current Base Annual Salary	Amended Current Base Annual Salary	Current Base Annual Salary	Amended Current Base Annual Salary	Amended	Amended Budgeted	Amended	Amended Budgeted		FTE	Amended	Budgeted	Budget	Amended Budgeted		Total	Amended
WIC Position Title	SOW 7.A.	Attach I	Minimum	Minimum	Maximum	Maximum	FTE	Amount	FTE	Amount	FTE	Adj.	FTE	Amount	Adj.	Amount	Total	Budget Adj.	Total
WIC Director ②	1-23	1-8	71,323		86,694		1.00	87,093	1.00		1.00		1.00	89,255	7,235	96,490	267,377	7,235	274,612
WIC Nutritionist ②	2-10,12, 14,15	1-7	66,102		82,576		0.50	33,300	0.50		0.50		0.50	34,000	(2,499)	31,501	101,266	(2,499)	98,767
WIC Nutrition Assistant ① ②	5,7-9,12,14,15, <u>27</u>		50,710		61,609		5.05	327,531	5.05		5.05		5.05	325,419	19,467	344,886	978,434	19,467	997,901
Local Vendor Liaison (2)	7,8,12	5,6	44,761		55,910		0.35	15,853	0.35		0.35		0.35	17,082	3,882	20,964	50,017	3,882	53,899
Clerk ① ②	7-9,12	3-5,7	39,728		48,297		1.00	43,937	1.00		1.00		1.00	41,605	2,601	44,206	126,121	2,601	128,722
Breastfeeding Peer Counselor ① ②	5, 7-9, 12	8	50,710		61,609		0.50	30,409	0.50		0.50		0.50	30,805	-	30,805	92,019	-	92,019
							0.00	-	0.00		0.00		0.00			-	-	-	
							0.00	-	0.00		0.00		0.00			-	-	-	-
							0.00	-	0.00	-	0.00		0.00			-	-	-	-
Overtime ③																			
Salaries and Wages	-							538,123		538,945				538,166	30,686	568,852	1,615,234	30,686	1,645,920
Total FTE							8.40	Amended	8.40	Amended	8.40	0.00	8.40			Amended		T	
							Amended	Budgeted	Amended	Budgeted			Amended	Budgeted	Budget	Budgeted		Total	Amended
Fringe Benefits 4							Percent	Amount	Percent	Amount	Percent		Percent	Amount	Adj.	Amount	Total	Budget Adj.	Total
							60.0000%	322,873	64.00000%	344,924	64.00000%			344,426	19,639	364,065	1,012,223	19,639	1,031,862
TOTAL PERSONNEL								860,996		883,869				882,592	50,325	932,917	2,627,457	50,325	2,677,782
								Amended		Amended						Amended			
Operating Expenses	Exhibit A SOW 7.A.	Exhibit A Attach I						Budgeted Amount		Budgeted Amount				Budgeted Amount	Budget Adi.	Budgeted Amount	Total	Total Budget Adj.	Amended Total
General Expenses (5)	6.17.18.19.27	1-9						35,009		27,089				24,710	7.009	31,719	86,808	7,009	93,817
Travel (6)	8	1-9						2,880		21,009				4.000	(4.000)	31,718	6,880	(4,000)	2,880
Training	4.5.7.17	1-9						960		1,000				975	(4,000)	975	2,935	(4,000)	2,935
Outreach/Media/Promotion	17	1-9								.,,,,,,,						-		-	-,
Facility Costs (See Exhibit B, Attach II for breakdown) ⑦	11	1-9						15.444		15.444				15.444	-	15,444	46,332	-	46,332
TOTAL OPERATING EXPENSES								54,293		43,533				45,129	3,009	48,138	142,955	3,009	145,964
TOTAL OF ETOTING EXCENSES								Amended		Amended				40,120	0,000	Amended	142,000	0,000	140,004
Malan Familian and Grand Arriva	Exhibit A	Exhibit A						Budgeted		Budgeted				Budgeted	Budget	Budgeted		Total	Amended
Major Equipment ® (Unit Cost of \$5,000 or More)	SOW 7.A.	Attach I						Amount		Amount				Amount	Adj.	Amount	Total	Budget Adj.	Total
Equipment (9)	6,17,18,20,21 8,17,18,19	1-9						-		-						-	-	-	-
Vehicles (ii)	8,17,18,19	11-9						-		-						-	-	-	-
TOTAL MAJOR EQUIPMENT								Amended		Amended				-	-	Amended -	-	-	-
Subcontracts (ii)	Exhibit A SOW 7.A.	Exhibit A Attach I						Budgeted Amount		Budgeted Amount				Budgeted Amount	Budget Adj.	Budgeted Amount	Total	Total Budget Adj.	Amended Total
Laura Grizoffi, International Board Certified Lactation Consultant, IBCLC- Provide Lactation Counsulting service to WIC BFPC Program.	5,7,9,12, 16	Ω						24,709		23,991				23.991		23,991	72,691		72.691
Eactation Counsulting service to WIC Bi 1 C 1 Togram.	3,7,8,12, 10							24,703		25,881	-			20,001		25,881	72,031		12,031
																		_	
																-		-	
TOTAL SUBCONTRACTS	-							24,709		23.991				23,991		23,991	72,691		72.691
TOTAL COLOCUITATION								Amended		Amended				20,991		Amended	72,051		72,031
							Amended	Budgeted	Amended	Budgeted			Amended	Budgeted	Budget	Budgeted		Total	Amended
Indirect Costs							Percent	Amount	Percent	Amount	Percent		Percent	Amount	Adj.	Amount	Total	Budget Adj.	Total
Total Personnel Costs							25.0000%	215,249	25.0000%	220,967	25.0000%			220,648	12,581	233,229	656,864	12,581	669,445
TOTAL INDIRECT COSTS								215,249		220,967				220,648	12,581	233,229	656,864	12,581	669,445
TOTAL BUDGET								\$ 1,155,247		\$ 1,172,360				\$ 1,172,360	\$ 65,915	\$ 1,238,275	\$ 3,499,967	\$ 65,915	\$ 3,565,882
								,,,		,2,000				,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	22,310	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,,501		,,
								\$ 1,155,247		\$ 1,172,360	1			Venz 2	Contract Amount	\$ 1,238,275			
								e 1,100,247		¢ 1,172,360					Funding Changes				
							-	• -		•					Chacke/Ralancee				

\*All costs will be reviewed by CDPH for approval

- ① Bilingual Positions that receive Bilingual pay will show a higher budgeted amount. Justification and back-up documentation will be kept on file.
- ② Additional Pay (Longevity, Retention, Differential and COLA) Positions that receive these compensations will show a higher budgeted amount. Justification and back-up documentation will be kept on file.
- 3 Overtime Requires justification if amount does not seem reasonable. Justification will be kept on file.
- Fringe Benefits Justification and back-up documentation will be kept on file for any fringe benefit rate that exceeds 50%.
- (§) General Expenses Includes Items such as: Minor equipment (i.e., office furniture, IT equipment, anthropometric Items, etc.), professional certifications, audit costs, vehicle maintenance, IT maintenance, program materials, office expenses (i.e., telephone services, printing, postage, supplies, etc.), etc.
- Travel All costs reimbursed shall be in accordance with CalHR rates.
- Tacility Costs Includes Rent, Utilities, Janitorial, Security, and Maintenance.
- (8) Major Equipment Unit cost must be \$5,000 or more. Refer to Exhibit D, Provision 1 for procurement rules.
- 9 Equipment Includes items such as: Telephone systems, information technology equipment, photocopy machines, etc.
- $\mathbin{\textcircled{\scriptsize{1}}}$  Subcontractors List the subcontractor's name and short list of services provided.